

Minutes of the
South Dakota State Emergency Response Commission Meeting
Conducted via the Digital Dakota Network

State Capitol Building
Pierre, SD

South Dakota State University
Brookings, SD

SD School of Mines and Technology
Rapid City, SD

Dakota State University
Madison, SD

October 27, 2008
1:00 p.m. CST

CALL TO ORDER AND ROLL CALL: Chairman Robert McGrath called the meeting to order. A quorum was present.

COMMISSION MEMBERS PRESENT: Robert McGrath, John Forman, Joe Nadenicek, Andy Canham, Lisa Simpson, and Jerry Johnson.

COMMISSION MEMBERS ABSENT: Barb Telkamp, Kristi Turman, Mike Carter, and Al Christie.

OTHERS PRESENT: See attached attendance sheet.

INTRODUCTIONS: The SERC members and others in attendance introduced themselves.

APPROVAL OF MINUTES FROM JULY 28, 2008, MEETING: Motion by Nadenicek, seconded by Johnson, to approve the minutes from the July 28, 2008, South Dakota State Emergency Response Commission meeting. A roll call vote was taken, and the motion carried unanimously.

SERC REVIEW/APPROVAL OF LEPC GRANT APPLICATION PACKAGE: Ms. Kindt provided the SERC with a copy of the grant application package that will be mailed to the LEPCs and emergency managers. Information in the package includes a letter regarding the 2009 LEPC grants, the application guide, a Certification of Eligibility form, and an Activity and Expenditure Summary. The grant applications are due December 31, 2008. Late applications will not be accepted.

Individual grant amounts will be determined by a distribution formula. The first \$16,500 will be divided evenly among LEPCs that qualify for and have applied for a grant. The remaining amount will be divided among the qualifying LEPCs based on the number of facilities that paid Tier II fees for the reporting year from which the grant is funded.

Ms. Kindt stated that approximately \$74,516.62 is available for LEPC grants this year.

Ms. Kindt noted that about forty of the LEPCs are active enough to be eligible to apply for a grant.

LEPCs use grant funding to update their emergency plans. Ms. Kindt will encourage the LEPCs to use grant funds to conduct commodity flow studies.

TOXIC RELEASE INVENTORY (TRI) REPORT UPDATE: The Toxic Release Inventory (TRI) is a report from facilities that manufacture or process certain chemicals are required to submit to EPA and the state. TRI reports are due annually and are only required if the facility has more than 10 full-time employees and manufactures or uses certain chemicals and a certain SIC code.

Trish Kindt stated that this year 102 facilities submitted TRI reports. The TRI fee payment deadline was August 1, 2008, and as of today \$86,350 in TRI fees have been collected.

TIER II WORKSHOPS: Ms. Kindt reported that Tier II workshops are scheduled via the Digital Dakota Network (DDN) on January 12, 2009 at 9:00 a.m. and January 16, 2009, at 2:00 p.m. CST. The workshops will be held at the DDN sites in Pierre, Madison, Mitchell, Sioux Falls, Brookings, Rapid City, Spearfish, Yankton, and Vermillion. Ms. Kindt will be present at one of the DDN sites other than Pierre.

Ms. Kindt stated that every year display ads regarding the workshops are placed in local newspapers. The display ads cost the state several thousand dollars. Ms. Kindt noted that the law does not require the state to publish the display ads. Notice of the workshops is included in every Tier II packet that is sent out in December. Notice of the workshops is also sent via e-mail and posted on the DENR website.

Motion by Nadenicek, seconded by Simpson, not the publish display ads in the local news papers. A roll call vote was taken, and the motion carried unanimously.

Lisa Simpson will attend one of the workshops.

TIER II FEE FORMS: Facilities storing hazardous materials are required to submit Tier II forms to the LEPCs, the state and their local fire department on an annual basis.

Ms. Kindt stated that she has been working on a new version of the fee form for Tier II facilities. She presented several different versions of the fee form and requested that the SERC chose the form they feel is most appropriate.

Motion by Nadenicek, seconded by Simpson, to approve form no. 3, which has the instructions on the back.

CERCLA GRANT SUMMARY: Bob Van Winsen reported that \$134.55 was used to ship the 2008 ERG manuals to the Regional Coordinators for distribution to the local emergency responders. To date, \$1,020 has been used to send Bob McDonald, DENR, to the Regional

State Emergency Response Commission
October 27, 2008, Meeting Minutes

Response Team meeting in Denver, and \$3,634 was allocated to Jones County to complete their hazardous materials plan. Mr. Van Winsen noted he requested and received an extension for the grant until March 31, 2009. He stated that approximately \$3,000 will be used to send two people to the HazMat Expo this fall, leaving \$12,346 that will need to be spent by March 31, 2009.

Mr. Van Winsen noted that OEM would like to provide funding in the amount of \$8,975.00 to assist the State Fire Marshal in upgrading their library. If the grant to the State Fire Marshall's office is approved, \$3,236 will remain. These funds will need to be allocated by March 31, 2009.

Paul Merriman, State Fire Marshal's office reported that the library has training videos that are loaned out to fire departments, Board of Regents, Correction, and anyone else that wants borrow them. The office would like to replace the older videos.

Motion by Forman, seconded by Simpson, to approve \$8,975 for the State Fire Marshall's office to upgrade their library. A roll call vote was taken, and the motion carried unanimously.

Chairman McGrath suggested that if more grant funding available the state should consider hold a hazardous materials conference.

HMEP TRAINING AND PLANNING REPORT: Mr. Van Winsen reported that no Home Land Security grant funds will be received this year. Home Land Security will be administered directly by the Haz-Mat teams.

Mr. Van Winsen stated that OEM has received \$216,267 for the FY 2008 HMEP grant, with \$135,474 being available for Training and \$80,793 being available for planning.

Mr. Van Winsen noted that there have been discussions to find ways to perform and fund a statewide commodity flow study.

REGIONAL HAZMAT TEAM UPDATE: Mr. Van Winsen reported that currently the four Regional Hazmat teams have 40 people signed up for various classes this year in Pueblo, CO.

OTHER BUSINESS: The next SERC meeting will be at 10:30 a.m. CST on January 26, 2009, via DDN at sites in Pierre, Brookings, Rapid City, and Madison.

ADJOURN: Chairman McGrath declared the meeting adjourned.

Robert B. McGrath 1/26/09
Chairman Date

P. Saunders
Witness Date

ATTENDANCE SHEET

STATE EMERGENCY RESPONSE COMMISSION MEETING

CONDUCTED VIA THE DIGITAL DAKOTA NETWORK

OCTOBER 27, 2008

STATE CAPITOL BUILDING
PIERRE

NAME (PLEASE PRINT)

ADDRESS

REPRESENTING

Paul Merriman

Pierre

SFM O

John Forman

Pierre

SDDOT

Daren Ketchum

Pierre

SD Homeland Security

Joe NADENICEK

Pierre

SD DENR

Bob Van Wieren

Pierre

OEM

STATE EMERGENCY RESPONSE COMMISSION MEETING
CONDUCTED VIA THE DIGITAL DAKOTA NETWORK

SOUTH DAKOTA STATE UNIVERSITY
BROOKINGS

REPRESENTING

SEAL

INDUSTRY

[illegible]

Lake Co. EM